



Microsoft Dynamics 365 Business Central Latvian Payroll



For
Accountants | HR Specialists | Financial Managers | Company Managers

Flexible and broadly extensible functionality for managing personnel processes and precise payroll calculations.

The product complies with Latvian legislation and the requirements of the State Revenue Service.

This solution allows the user to easily access payroll calculations and support for personnel management, easy-to-use reporting, time-saving functions, as well as precise data analysis.

The Payroll calculation and personnel management solution includes:



Latvian Payroll



Latvian Payroll Advanced*



Latvian Personnel**

Functionality	Latvian Payroll	Latvian Payroll Advanced	Latvian Personnel
Extended standard functionality	▲		
Payroll components	▲		
Calendars	▲		
Advance lists/Prepayment list/Salary lists	▲		
Departments	▲		
Positions	▲		
SRS reports and other reports	▲		
Posting payroll data in the ledger	▲		
Creation of a payment journal	▲		
Payment file export for upload to online banking	▲		
Employee health insurance entries in the payroll calculation		▲	
Planned schedule and actual working time (schedules and accountings)		▲	
Organizing vacation periods		▲	
Statistics reports 2-Work and 5-Work		▲	
Importing EDS tax books		▲	
Importing EDS sick lists		▲	
Compulsory health examination			▲
Event messages			▲
Personnel documents			▲
Preparing document templates			▲

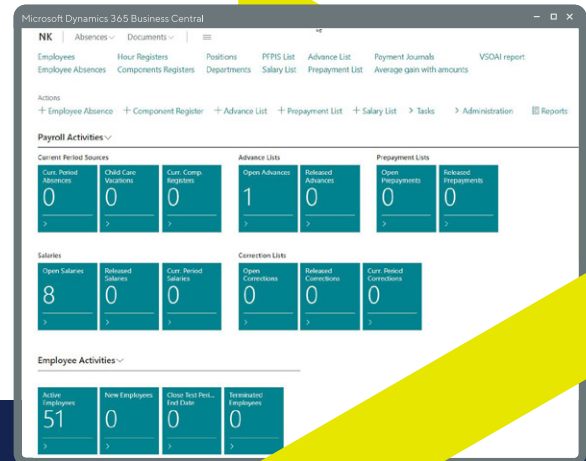
* Available for Payroll users

** Available for Payroll Advanced users

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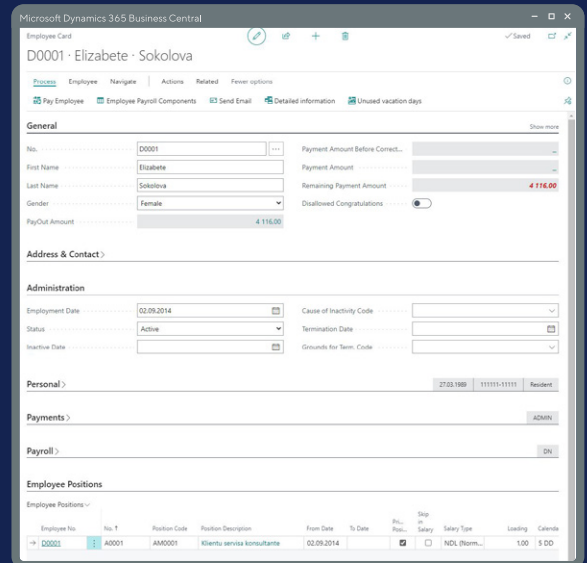
Provides a flexible way of entering, storing, and processing information on the company's employees in compliance to Latvian legislation.

The solution is designed for storing and maintaining data on the company's employees, including all the required fields, and can be used for payroll calculations and for other personnel management purposes.



This solution ensures:

- ▶ **Defining and maintaining the company structure (departments)**
- ▶ **Registering employee positions and linking them to departments (creating positions)**
- ▶ **Maintaining employee cards with all required information**
 - name, surname, identity code, address, contact information, bank account
 - information on employment: employment/termination date and ground for termination, employment contract term, trial period
 - creating an employee position card with the title of the position, profession code, department, and other information
 - storing the history of all former positions and remuneration conditions for the employee
 - information about the employee's tax book
 - miscellaneous article information granted to the employee
 - maintaining information about employee courses, education, diplomas, etc.
 - maintaining information about the employees' children and their birth dates, etc.



Microsoft Dynamics 365 Business Central

NK | Absences | Documents

Hour Registers: Custom Filtered

Employee No.	First Name	Last Name	Year	Month	Days	Hours	Night Hours	Overtime	Bank Holiday	Related Payroll Header No.	Related Payroll Header No.
00001	Elizabete	Sokolova	2022	June	19,00	159,00	5,00	8,00	8,00	Salary	
00001	Elizabete	Sokolova	2022	July	20,00	160,00				Salary	
00001	Elizabete	Sokolova	2022	August	23,00	190,00	6,00	6,00		Salary	

- ▶ **Managing employee absences**
 - work disability statements A and B
 - absence calculation types: preserving salary, without salary, average gain, without benefits
- ▶ **Registration of one-time bonuses/deductions**
- ▶ **Monthly work hour registers (working hours, night hours, holiday hours, overtime)**



Latvian Payroll functions

- ▶ Generate and pay out advance's lists
- ▶ Create and pay out intermediate prepayment lists
- ▶ Generate and pay out salary lists
- ▶ Payroll correction calculations
- ▶ Create payment reversal
- ▶ Salary calculations by dimensions
- ▶ Payroll registration according to types of employees
- ▶ Sending out pay slips via e-mails
- ▶ Automatic calculation of deductions in compliance to writ of execution and create payments to third parties
- ▶ Calculation and registration of vacation reserves



Data security

Confidential data on the amount of employee salaries, their positions and other information is stored in the employee card.

The system allows defining access rights depending on user status, ensuring easy and safe storage of confidential data and protection of personal data.



Compliance with current legislation

The solution ensures implementation of changes according to current legislation in relation to payroll calculation and personnel management.

The functionality includes sending reports required by the State Revenue Service (SRS) to the Electronic Declaration System (EDS).